



## **Gallatin County DUI Task Force**

104 East Main, Ste 313 – Bozeman – 59715

406-585-1492

info@gallatinduitaskforce.us

### **DUI Mini-grant application**

Fiscal 2007

#### **Who we are.**

*Your Gallatin County DUI Task Force:*

- Is a citizens group appointed by the Gallatin County Commissioners to develop public education, awareness, and enforcement projects to reduce the number of alcohol related crashes and deaths in Gallatin County.
- Since 1990, the Task Force has provided a forum for proactive discussion. A place for professionals in the field to come together to discuss this critical issue, and to design constructive and effective courses of action. The Task Force is totally self-supporting (through DUI license reinstatement funds) and works on this critical issue without particular political agenda, free to address what is most relevant to our county, and to support innovative projects that prevent DUI.

#### **More specifically, the Task Force works to:**

- Keep your roads safe!
- Prevent impaired driving.
- Reduce alcohol-related traffic crashes
- Educate the public on the dangers of driving after consuming alcoholic beverages or other chemical substances that impair judgment and motor function.
- Gather and disseminate statistical information regarding DUI in Gallatin County.

#### **Through programs like:**

- DUI Overtime Patrols
- Video Cameras in Patrol Cars.
- MSU's Cat Cab Program.
- Presentations in conjunction with local Law Enforcement.

- Demonstrations of Fatal Vision Goggles
- Supporting alcohol-free events, particularly for youth.
- Creation of educational materials distributed county-wide.
- “Swimming Upstream Awards” for changing how our community “shows up” around issues of alcohol/drug use and abuse
- Initial funding for the "On the Edge" that details the events of the 2000 homecoming crash that killed Kelly Morgan
- Informational news items and editorials
- Working in coalitions with civic, criminal justice, and prevention organizations.

DUI Task Force members are:

- Private citizens
- Treatment and prevention professionals
- Law enforcement professionals.
- Prosecuting attorneys.

DUI Task Force Mission:

- The Gallatin County DUI Task Force works to educate the public on the dangers of driving when personal judgment or motor functions are impaired due to consumption of alcohol or other drugs in order to reduce alcohol-related traffic incidents and prevent DUI in Gallatin County.

DUI Task Force Vision:

- The Task Force works to improve public awareness and recognition of the risks and consequences of DUI, and to support community education, prevention and enforcement efforts whenever and wherever possible.

**If your project supports the character and mission of the Gallatin County DUI Task Force, Apply for a mini-grant by following these simple steps: (for Law Enforcement Mini-grants, read item 4 with care!)**

- 1) Consider how your project supports the DUI Task Force mission or vision, described above. Our fiscal 2007 plan is posted on our website at: [www.gallatinduitaskforce.us](http://www.gallatinduitaskforce.us). Look under, “DUI in Gallatin County.”
  - For Overtime Patrols please use the special grant request form on our website.
- 2) Fill in the questionnaire provided.
- 3) Complete the money request form.
- 4) Email the two forms to be approved by the Gallatin County DUI Task Force ten days prior to the Task Force monthly meeting .

Mini-grant requests must be submitted as follows:

<b>Submit grant by the third Wednesday of:</b> May August November February	<b>DUI Task Force votes on the third Wednesday of:</b> June September December March	<b>Quarterly reviews for long term projects:</b> funded in June, review in September funded in September, review in January funded in December, review in March funded in March, review in June
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To confirm the monthly meeting date, time, and location, visit the DUI Task Force website: [www.gallatinduitaskforce.us](http://www.gallatinduitaskforce.us) Email: [info@gallatinduitaskforce.us](mailto:info@gallatinduitaskforce.us)

*Funds will only be distributed for equipment or activities that have prior approval and reimbursements cannot cover costs above the approved amount.*

- 5) Each agency must submit a sample advertisement/press release with the application that credits the Gallatin County DUI Task Force for funding equipment purchases, or underwriting your project or activity.
- 6) You will be asked to present to the Task Force about your project when they consider your mini-grant request but may be asked to leave the room for the vote on your project. Please bring 8 copies of your mini-grant request *excluding* the introductory pages.
- 7) If your request is funded, you will need to fill out a Memorandum of Understanding about the terms of our agreement. A sample MOU is included on our website.

#### **How to be reimbursed for your Gallatin County DUI Task Force Mini-Grant**

- 1) Send your documentation of costs as both a letter of thanks for the award, with reimbursement details (Who should the check be made out to? Where should it be mailed); and any relevant invoices or receipts to the DUI Task Force office at 104 East Main, Ste 313; Bozeman. Mt. 59715. *Allow up to a month for reimbursement.*
- 2) Send in the report and evaluation. *Your funds will not be distributed until these items have been returned to Gallatin County DUI Task Force office.*

Following are the: 1) Equipment/Project/Activity Questionnaire; 2) Money Request Form; and 3) Final Report and Evaluation Form. Please include the name of your project and your agency on each page.

#### **Equipment/Project/Activity Questionnaire**

Equipment/Event Questionnaire for: (Agency Name)

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Date of application: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address/Phone: \_\_\_\_\_

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Email: \_\_\_\_\_

Website: \_\_\_\_\_

Equipment/Project/ Activity Description and Dates:

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Anticipated impact:

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Who will benefit and what is the anticipated number of participants (or scope/reach)?

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How will this equipment/activity/project help prevent DUI?

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Where and how will you advertise your project?

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Would you still sponsor this event/project if not funded by the Gallatin County DUI Task Force?

☐ Yes      ☐ No

What other funding options have you pursued?

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**- end of funding questionnaire -**

**Money Request Form**

Organization or Agency Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address/Phone/Email: \_\_\_\_\_

\_\_\_\_\_

Equipment/ Activity/ Project: \_\_\_\_\_

Please list all items needed or applicable. Please be as specific as possible in requesting funds.

1. List all Expenses

a) _____	\$ _____
b) _____	\$ _____
c) _____	\$ _____
d) _____	\$ _____
e) _____	\$ _____
f) _____	\$ _____
g) _____	\$ _____
h) _____	\$ _____
i) _____	\$ _____
j) _____	\$ _____

Sub Total	\$ _____
Other	\$ _____
Final Total	\$ _____

Additional comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**-end money request form-  
Final Report and Evaluation**

Agency/Sponsor of Project : \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address/Phone: \_\_\_\_\_

\_\_\_\_\_  
Email: \_\_\_\_\_

Equipment/ Activity Title: \_\_\_\_\_

Equipment/ Activity Location: \_\_\_\_\_

Equipment/ Activity Start Time/ End Time: \_\_\_\_\_

Number of Sessions: \_\_\_\_\_

Number of people involved or affected: \_\_\_\_\_

The primary purpose of this project was:

- \_\_\_\_\_ a) education
- \_\_\_\_\_ b) enforcement
- \_\_\_\_\_ c) equipment
- \_\_\_\_\_ d) other

Please answer these evaluation questions:

1. How did your equipment/activity/project help in reducing DUI?
  
  
  
  
  
  
  
  
  
  
2. What would you suggest we do differently with this application process for DUI Task Force Mini-Grants?

**- end of form -**